

**CALIFORNIA BOARD OF ACCOUNTANCY**

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TYPE D APPLICATION MATERIALS CHECK LIST

This **Checklist** is intended to assist you with filing a complete **Type D Application – An applicant who was previously licensed as a CPA in California and the certificate was cancelled for non-payment of license renewal fees.**

All applicable items listed must be completed and submitted for your application to be processed.

**FORMS**

- ☐ Application for Certified Public Accountant License (Form 11A-5, Rev. 01/04).
- ☐ Criminal Conviction Disclosure Form (Form 11A-27, Rev. 01/04).
- ☐ **California Residents** - Live Scan Service for applicants residing in California - **Not available on the Board's Web site.**
- ☐ **Out-of-State Residents** - Two (2) fingerprint cards for applicants residing outside California - **Not available on the Board's Web site.**
- ☐ Professional Ethics Brochure from the California CPA Education Foundation – **Not available on the Board's Web site.**
- ☐ Continuing Education Reporting Form (Form 11R-14, Rev.01/04).

**GENERAL INFORMATION**

- ☐ Reissuance Procedure (Form 11L-44, Rev. 01/04).

**DOCUMENTATION**

- ☐ Passage of the **California Professional Ethics [(PETH) Product Code PETHSS02B]** examination. The California CPA Foundation will notify the Board when you have successfully passed the examination.
- ☐ One (1) current 2" x 2" photograph.

**FEES**

- ☐ Application Processing Fee - \$250 (nonrefundable).
 - ☐ Live Scan Fingerprint Processing Fee – Must be paid directly to the Live Scan Service for applicants residing in California.
- or**
- ☐ Fingerprint Processing Fee - \$56 for applicants residing outside California (nonrefundable).

IMPORTANT!!! – YOUR APPLICATION FOR LICENSURE WILL NOT BE CONSIDERED COMPLETE UNTIL YOUR CRIMINAL HISTORY RECORD CHECK IS COMPLETED, AND ALL OTHER REQUIRED DOCUMENTATION IS RECEIVED.